

# INFORMATION SHEET

## DUE DILIGENCE AUDIT (Inspections and Reports Available)



**BUILDING STRUCTURE & FABRIC**

*Visual inspection on general condition and design of structure incl. slabs, walls, roof, joints and fabric; general condition of fabric and finishes incl. internal walls and partitions, wall/floor finishes, staff and public amenities.*

**CIVIL**

*Visual inspection on general condition of external areas e.g. kerbing, stormwater drainage.*

**TERMITE RISK MANAGEMENT**

*Visual inspection report including timber pest activity, evidence of pests.*

**GEOTECHNICAL**

*Environmental assessment based on review of EPA records; if required viewing of previous geotechnical reports, aerial photographs, historic titles, and site bore testing.*

**HAZARDOUS SUBSTANCES**

*Hazardous materials inspection and report incl. asbestos, PCB's, SMF's.*

**TELEPHONE AND DATA SYSTEMS**

*General condition report of telephone system incl. type of system, current/future capacity, exchange capacity for future development, recommendations.*

**MECHANICAL (AIR CONDITIONING / LIFTS)**

*General condition of mechanical service including age and condition of all plant and equipment; style of plant; manufacturers general design; review of service records including majors; life expectancies; controls; mechanical exhausts; condition of ducting compliance and recommendations.*

**FIRE COMPLIANCE**

*General condition of fire services including type of system; review of service records; hazard impacts; fire indicator panel; fire exit doors and corridors; extinguishers; future capacity; sprinklers; pipework condition and recommendations.*

**HYDRAULICS**

*General condition of hydraulics including condition of roof; gutters and downpipes; hot water; metering isolations valves; toilets; garden irrigation; fire hose reels and hydrants; compliance; backflow prevention; and recommendations.*

**ELECTRICAL**

*General condition report of electrical services incl. capacity of main switchboards and subboards, lighting control, photoelectric control, metering, emergency lighting compliance, review of previous thermoscan reports.*

**SECURITY**

*General condition of security system including type of system, adequacy for the building, age, coverage and recommendations.*

**DISABLED ACCESS**

*General condition, compliance with Council regulations, and recommendations.*

**SAFETY GLASS AUDIT**

*General condition of glass installation, compliance with safety glass requirements and recommendations.*

**BUILDING SURVEYING**

*Overview report relating to provided Council approvals/certificates.*

**LAND SURVEYING**

*Review encroachments by or on to property and locate easements. Identify the location of buildings on the subject property.*

**TOWN PLANNING**

*Overview report relating to Council town planning application/approvals for recent development works.*

**SUMMARY & CAPITAL EXPENDITURE FORECASTS**

*10-year forecast of likely capital expenditure of items requiring possible replacement.*

**MAINTENANCE EXPENDITURE FORECASTS**

*List of deferred maintenance items; 10-year forecast of likely condition-based maintenance expenditure.*

**CAPITAL ALLOWANCES ESTIMATE**

*Estimate report incl. 10-yr forecast of plant depreciation and other capital allowances associated with eligible capital expenditure.*

**CAPITAL ALLOWANCES REPORT**

*Detailed report of plant depreciation associated with eligible capital expenditure.*

**REPLACEMENT INSURANCE VALUATION**

*Detailed report of current replacement cost to rebuild including demolition, professional fees and statutory authority costs for insurance purposes.*

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